



ENGINEERING VARIANCE REQUEST

Road Modification Supplemental Checklist (VMC 11.80.160)

SUBMIT TO:
Community & Economic Development
415 W. 6th ST
Vancouver, WA 98660

An applicant may request a road modification in cases where unusual topographic conditions, nature of existing construction, unique or innovative development design or similar factors would make strict adherence to the width, design, or alignment impracticable.

Approval criteria are listed in VMC 11.80.160(C).

The following information is required to be submitted with Transportation Road Modification applications. Applications without the required information will not be accepted. (The Director will have final determination of application's completeness.)

VMC or Standard Plan number for with a modification is being requested: _____

Post Decision Review? Yes No

Fees associated with the application

Completed and signed application.

4 copies of the following:

Narrative describing the project as well as the proposed modification submitted with the application - the narrative shall include the following:

- a. Section of VMC and/or Standard Plan number which relates to the proposed modification
- b. Justification for the proposed modification - the written request shall state the factors which would justify approval according to the approval criteria in VMC 11.80.160(C).
- c. Site/civil plans detailing the proposed transportation infrastructure modification - shall include at a minimum a drawing showing the applicable conditions, topographic features, traffic patterns, all utilities and any unusual or unique conditions.

Engineering analysis including supporting documentation, (i.e. traffic studies, typical sections, alternative designs) for technical or major road modifications.

- a. Road modification applications for variance to a street cut moratorium shall demonstrate **all** utility connections for the development (i.e., water, sewer, storm, power, cable, phone, gas, etc.) and proposed and required street improvements.

The following shall be shown on a street plan:

- Location of all existing and proposed utilities adjacent to the subject parcel (above and below ground)
- Utility connections—show location and methods of connection. The location of utilities that are not being connected to shall be shown on the plans and may be explained in the narrative as existing with no connection proposed.
- Location of all required frontage and other street improvements (including acceleration/ deceleration lanes, corner radius and pedestrian ramp improvements)
- Location of existing and proposed roadway centerline
- Location of existing and proposed curb/edge of pavement —dimensioned from centerline

The following shall be shown on a full-width cross section:

- Location of existing and proposed roadway centerline
- Location of existing and proposed curb/edge of pavement —dimensioned from centerline
- Location/dimensions of existing and proposed travel lanes

If you have questions regarding submittal requirements you may call the Community Development Engineering Team at (360) 487-7804.

If any additional information is required to process this request, please contact Transportation Services at (360) 487-7130 to speak to a Development Review Transportation Engineer.

Classification

(Please check the appropriate box below)

Minor Deviation (VMC 11.80.160(B)(1)). Minor modifications a) do not involve safety or offsite impacts, b) involve minimal review, c) do not involve broad public interest, d) are similar to other approved modifications, and e) occur routinely and clearly meet VMC 11.80.160(C) approval criteria.

Examples of minor deviations include:

- Placement of transportation infrastructure within an easement versus right-of-way
- Street cuts within the 5-year moratorium period identified in VMC 11.80.100(B) and T05-04A.
- Varying single family residence (SFR) frontage improvements accessing non-arterial streets
- Reduced cross sectional requirements, in order to match existing roadway and curb
- Alternative local access road pavement design, cross-section, geometry or construction material
- Minor access spacing changes when no alternative is feasible
- A minor increase in the maximum number of lots served by driveways
- Access to a higher classification roadway when no feasible alternative exists
- A minor increase to the length of a cul-de-sac
- A minor increase to the number or lots accessed from a cul-de-sac
- A minor increase to the maximum number of lots or dwelling units without a secondary access road

Technical Modification (VMC 11.80.160(B)(2)). Technical modifications a) require limited engineering analysis and city review, b) have minimal expected safety impacts, c) have minimal potential offsite impacts, and d) generate minimal public interest.

Examples of technical deviations include:

- Minor increase to the length of a cul-de-sac and/or alternate turn around design
- Attached Sidewalks
- Rolled Curbs
- Alternative arterial roadway pavement design, cross-section, geometry, grade, or construction material
- Reduced right-of-way
- Removal of on-street parking
- Design speed and/or sight distance reductions
- Modification to medians, access locations or lane channelization when no offsite impacts result
- Retaining walls located within the right-of-way (note: ROW use permit also required)

Major Modification (VMC 11.80.160(B)(3)). Major modifications are unique cases that have the potential for significant impacts to the public or City and require extensive analysis and documentation.

Examples of major modifications include:

- A minor increase to the maximum number of lots or dwelling units without a secondary access road
- Addition or elimination of medians when potential impacts to local development may occur
- Cross circulation or roadway spacing changes when the obligation may be passed on to other properties
- Design changes concerning traffic or pedestrian safety
- Access changes with potential material impacts to other parties

VMC 11.80.160

In cases where unusual topographic conditions, nature of existing construction, unique or innovative development design or similar factors would make strict adherence to the width, design or alignment defined in Chapter 11.80 and Vancouver Street Standard Plans undesirable or impracticable, the requirements of these chapters may be modified by the Director of Public Works or designee. The Director may establish administrative rules and regulations to implement this section.

(A) Submission Requirements. The request for a modification may be initiated upon formal submittal of the appropriate application form and a narrative that states the factors which would make approval of the request reasonable, and how the development proposal differs from other developments and adopted standards. The request shall also include at least a map showing the applicable conditions and topographic features, existing and proposed traffic patterns, and any unusual or unique conditions not generally found in other developments, and all proposed utility connections and street improvements for the development. All proposed modifications and utility connections shall also be indicated on the civil plans submitted with the development application. An applicant for a road modification shall submit the requisite fee as specified in Chapter 20.180 VMC.

(B) Classifications of Road Modifications. Modification requests shall be classified as a minor deviation, a technical road modification, or a major road modification. Acceptance of a request under one category shall not preclude the City from reclassifying the request upon further review.

1. **Minor Deviation.** The purpose of a minor deviation is to allow minor modifications that occur routinely and that clearly meet the general approval criteria in Section 11.80.160.C.
Minor Deviation classification guidelines. In order for a modification to be considered a minor deviation, the modification proposal shall meet all the following:
 - An engineering analysis is required for street cuts within a 5-year moratorium only; and,
 - Does not involve safety or offsite impacts; and,
 - Involves minimal review to approve and document; and,
 - Does not involve the broad public interest.Is similar to other approved modifications that have shown to have no adverse impacts.
2. **Technical Road Modifications.** Technical road modifications may be approved for minor changes to standards that include, but are not limited to access, safety, road cross-sections, or construction materials. Due to an increased potential for onsite or offsite impacts, these modifications require a greater level of review, discretion and documentation than minor deviations.
Technical Road Modification classification guidelines. In order for a modification to be considered a technical road modification, the proposal shall meet one or more of the following applicable criteria:
 - Limited engineering analysis by the applicant is sufficient to demonstrate the proposal meets the approval criteria in Section 11.80.160;
 - Potential safety impacts are expected to be minimal;
 - City review and approval requires moderate analysis, discretion, and documentation, and requires multiple review staff;
 - The proposed modification is expected to generate minimal public interest.
3. **Major Road Modifications.** Major road modifications are those unique cases that have the potential for significant impacts to the public or the City and require extensive analysis and documentation.
Major road modification classification guidelines. When one or more of the following apply, the modification will qualify as a major road modification:
 - The proposed modification requires extensive analysis of public impacts, rough proportionality & nexus issues;
 - Extensive engineering analysis by the applicant is required to demonstrate the proposal meets the general approval criteria;
 - The potential exists for material impacts to public safety,
 - The potential exists for shifting improvement obligations on to future developers or the City;
 - The proposal may have material impacts to future development patterns;
 - The proposal requires significant City review and documentation;
 - The proposed modification can be expected to generate considerable public interest; and,
 - Approval of the proposal may have public policy implications.

VMC 11.80.160 (continued)

(C) Approval criteria.

In reviewing a modification request, the City shall consider the applicable factors that include, but are not limited to, the following:

- Public safety, durability, cost of maintenance, function, and appearance;
- Advancing the goals of the comprehensive plan as a whole;
- Any modification shall be the minimum necessary to achieve the stated purpose;
- Potential benefits of low impact development or innovative concepts;
- Self-imposed hardships shall not be used as a reason to grant a modification request.

Modifications to the standards contained in Title 11 may be granted when the applicant demonstrates at least one (1) of the following:

- Topography, right-of-way, existing construction or physical conditions, or other geographic conditions make compliance with standards clearly impractical for the circumstances;
- A change to a specification or standard is required to address a specific design or construction problem which, if not enacted, will result in an unusual hardship.
- An alternative design is proposed which will provide a plan that is functionally equivalent, or superior to these standards;
- Application of the standards of Title 11 to the development would be grossly disproportional to the impacts created;
- A change to a specification or standard is required to ensure consistency with features adjacent to or affected by the site where those existing features are not expected to change over time.

In addition to Sections 11.80.160.C.1(a) and (b) above, in considering a road modification request, the City recognizes that the Growth Management Act requires the City to prevent urban sprawl by focusing development in underdeveloped portions of an urban area. Consistent with that legislation, the City will require that in the absence of geographic or development constraints, sufficient right-of-way shall be dedicated, and frontage improvements and cross circulation roads shall be constructed in the City such that frontage and cross circulation roads will be substantially completed within the twenty (20) year period provided in RCW 36.70A.110.

(D) Approval Process.

1. Road modification requests shall be proposed in conjunction with the application for any related or underlying development proposal, and shall be processed in conjunction with that application according to the procedures required by VMC Title 20 for such underlying development proposal.
2. When a road modification request is filed subsequent to the decision on any related or underlying development proposal, such request shall be processed in accordance with the post-decision review procedures of VMC 20.210.140 and shall submit the requisite fees, as specified in Chapter 20.180 VMC.
3. Road modification requests that are not related to any underlying development proposal shall be processed according to the procedures for Type I applications under VMC 20.210.040.